SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM

SUBJECT: Increase Proprietary Source Procurement expenditure for GovMax V5 Implementation by $30,000 on PO 22051, excluding reimbursable expenses

DEPARTMENT: Administrative Services   **DIVISION:** Purchasing and Contracts

AUTHORIZED BY: Frank Raymond   **CONTACT:** Tammy Roberts   **EXT:** 7115

MOTION/RECOMMENDATION:

Approve increase to Proprietary Source Procurement expenditure for the GovMax V5 Implementation with MethodFactory, Sarasota, by $30,000 on PO 22051, excluding reimbursable expenses for an increased total of $187,500.00.

County-wide   Ray Hooper

BACKGROUND:

On October 14, 2008, the Board of County Commissioners approved the Proprietary Source procurement for the Govmax V5 (Budget System) Implementation with MethodFactory for an estimated cost of $157,500, not including reimbursable expenses. The cost estimate presented was based on an internal determination of use, not the vendor's contractual estimation which was a range of $180,000 to $210,125. Services rendered were in accordance with contract terms and within budgetary constraints.

Supporting documentation includes the original Proprietary Source Form.

STAFF RECOMMENDATION:

Staff recommends the Board approve an increase to Proprietary Source Procurement expenditure for the GovMax V5 Implementation with MethodFactory, Sarasota, by $30,000.00 on PO 22051, excluding reimbursable expenses for an increased total of $187,500.00.

ATTACHMENTS:

1. Proprietary Source Form

Additionally Reviewed By:
☑ Budget Review (Fredrik Coulter, Lisa Spriggs)

SEMINOLE COUNTY - PURCHASING AND CONTRACTS DIVISION

[SINGLE SOURCE   ☐ SOLE SOURCE   ☒ PROPRIETARY SOURCE

Date Requested: __09/17/08__   JDE No.: _____

Requestor: __Benjamin Crawford__   Telephone/Ext.: _7148_ Department/Division: Fiscal Services/Budget

Description of Products/Services: __Upgrade of Seminole County's current web based budget software.__

Make_____   Manufacturer_____ Model#_____

Support justification (Please attach additional information as appropriate):

The County Budget office currently contracts with Sarasota County for our web-based budget system (Govmax). We are currently in our fourth year of the contract and are implementing an upgrade to the current version. The newer version will provide budget with internal import capabilities, facilitate ad hoc reporting and maintain historical data within one database. Methodfactory is the only vendor chosen by Sarasota County to implement the newer version of software. Moving to some other budgeting software package would result in significantly higher costs (both in the initial setup and in ongoing costs). It would be difficult, if not impossible, to maintain our current data within a new budget software environment.

Proposed Vendor: __Method Factory__   Phone#_1-800-345-2699 (Steve Walter)_____

Other Companies contacted: (Attach documentation of each firm contacted)

Compliance:

Does the requirement comply with the definition of sole/proprietary source as described in Section 220.4?   ☒Yes ☐No

Is this commodity or service of a "unique nature" that would support a "Single Source" justification?   ☒Yes ☐ No
If you answer "YES", please explain in details.

Necessary: Is this commodity or service necessary to accomplish the County's task or mission? ☒Yes   ☐ No

Unique: Is this commodity or service, or some necessary features, unique to this source?   ☒Yes   ☐ No

Compliance with Bid Tampering (F.S. 838.22) is acknowledged by signatures below:

Requesting Division Manager's Signature: _____ Date:_____

Requesting Department Director's Signature: _____ Date:_9/17/08____

Purchasing and Contracts Division Determination:

Analyst   ☐ Approval   ☐ Disapproval   Date:_____
Supervisor/Manager   ☒ Approval   ☐ Disapproval   Date:_____

Description Posted (at least 7 business days):   From _____ to _____
Determination Posted (at least 3 business days): From _____ to _____
BCC Date, if applicable: _October 14, 08_

Comments:_____

Purchase Order No.: _____   Amount of Purchase: $ _____

C:\Documents and Settings\bcrawford\Desktop\sole source-proprietary source.doc -/Revised 6/13/2008